

**COST-SHARE INFORMATION AND APPLICATION
FOR
FOREST LANDOWNERS
IN
WASHINGTON STATE**

Effective October 1, 2005 through September 30, 2006



FLEP

THIS PUBLICATION CONTAINS:

- **FLEP PROGRAM INFORMATION AND REQUIREMENTS**
- **LIST OF COST-SHARED PRACTICES**
- **COST-SHARE RATES**
- **THE FLEP APPLICATION FORM**

**WASHINGTON STATE
DEPARTMENT OF NATURAL RESOURCES**
cooperating with
**USDA FOREST SERVICE,
COOPERATIVE PROGRAMS**

Forest Land Enhancement Program (FLEP) Cost-Share in Washington State

**This information applies only to FLEP applications in Washington State.
Program provisions may vary significantly in other states.**

Q: What is the Forest Land Enhancement Program (FLEP)?

A: FLEP is a federally-funded program, established by the 2002 Farm Bill, that provides education, on-site advice, and cost-share assistance to help non-industrial private forest landowners develop Forest Stewardship Plans and implement a variety of forest stewardship practices on their lands. The cost-share part of the program replaces the former Stewardship Incentive Program (SIP) and Forestry Incentives Program (FIP) which have now been eliminated by Congress. FLEP is separate from, but complementary to, the Forest Stewardship Program.

Q: Who funds and administers FLEP?

A: FLEP is funded and coordinated nationally by the USDA Forest Service. Administration of the program in each state is delegated to the state forestry agency. In Washington, that agency is the Washington State Department of Natural Resources (DNR).

Q: Do I need to apply for cost-share funds in order to receive forest management advice from DNR?

A: No. Free, non-regulatory, advisory site visits are available from DNR Stewardship Foresters and/or the DNR Forest Stewardship Wildlife Biologist. Contact your local Stewardship Forester (see page 4).

Q: Who qualifies for FLEP cost-sharing?

A: Applicants must be “non-industrial private forest landowners” who own a total of not more than 5,000 forested acres, statewide, in Washington. Eligible parties include individuals, families, tribes, organizations, companies not in the wood processing business, non-profit groups, youth camps, etc.

The following are NOT eligible for FLEP: Persons or entities who own more than 5,000 forested acres in Washington State; forest industry companies; utility companies; companies with publicly held stock; and public agencies, including federal, state, county and municipal governments, taxing districts, and public schools and universities.

Q: What kinds of things are eligible for FLEP cost-sharing?

A: A list of cost-shared practices appears on pages 5, 6, and 7 of this publication.

Q: How much cost-sharing can a landowner receive?

A: Washington landowners must apply for not less than \$500 nor more than \$10,000 in FLEP cost-share (plus the cost of a Forest Stewardship Plan, if needed)* per property per year. Approved applicants, who meet all program provisions, will be reimbursed as shown in this publication’s cost-share rate schedule.

*Cost-sharing for Forest Stewardship Plans is NOT included in the \$10,000 total cost-share limitation. In other words, an applicant may qualify for cost-sharing for BOTH a Forest Stewardship Plan AND up to \$10,000 in additional cost-sharing, above and beyond that provided for the plan.

(Exception: Projects in the Dungeness Watershed Pacific Coast Demonstration Project are eligible for up to \$20,000 plus the cost of the Forest Stewardship Plan).

Reimbursement is made at the rates in effect at the time the application was originally approved, regardless of the current rates in effect at the time the work is actually completed.

Q: What conditions or requirements apply?

A: FLEP terms, conditions, and requirements are listed on the application form in the back of this booklet. **BE SURE TO READ ALL OF THESE TERMS, CONDITIONS, AND REQUIREMENTS CAREFULLY AND COMPLETELY BEFORE SUBMITTING YOUR APPLICATION.** You will need to sign the application verifying that you have read, understand, and agree to these terms, conditions, and requirements.

Q: Do I need to have a Forest Stewardship Plan to receive FLEP cost-sharing?

A: Yes. A DNR-approved Forest Stewardship Plan is required in order to receive cost-sharing for any “on the ground” FLEP practices, which includes FLEP categories 2 through 11. Landowners who do not have a Forest Stewardship Plan, and wish to hire a private consulting forester to prepare one, can apply for FLEP cost-sharing. Cost-shared plans must be for at minimum of 20 forested acres. FLEP reimburses approved applicants for 75% of the consultant’s fee, or the cost-share rate shown in this publication, whichever is less. Revision of existing Forest Stewardship Plans is at 50% cost-share.

Owners of parcels less than 20 acres, and owners of larger parcels, who wish to learn how to prepare their own Forest Stewardship Plan, may wish to participate in one of Washington’s Coached Forest Stewardship Planning Shortcourses. Contact your DNR Stewardship Forester or Washington State University Forestry Extension Agent for details. Forest Stewardship Plans completed as part of these shortcourses are not eligible for cost-share reimbursement.

(Exception: Ownerships of less than 20 acres in eastern Washington are exempt from the above-mentioned plan requirement for forest health and wildfire hazard reduction practices which are cost-shared with non-FLEP grant funds).

Q: Where do I apply for FLEP?

A: At your kitchen table! There is no need to visit any government office or to complete lengthy paperwork. There is a simple application form with instructions enclosed at the back of this booklet. If the form is missing, or you need additional copies, please request them at flep@wadnr.gov or 1-888-783-9548.

It should take less than five minutes to complete the application. After completing, and signing, the application you can submit it by mail or fax by following the instructions on the form.

You will receive written confirmation from DNR that your application has been received.

Q: Is there a designated “application period”?

A: No. You can apply anytime year around. However, applications are batched, reviewed and approved on a frequency of 1-3 months, at local discretion. You should plan to apply several months in advance of when you plan to begin your project.

Q: How likely am I to receive FLEP funds?

A: FLEP was very modestly funded by Congress. An inter-agency FLEP review team will meet quarterly to review and rank your application as compared to others in your area. Unfortunately, DNR will probably receive far more applications than can be funded. If your application cannot be immediately funded DNR will consider your application “active” for two years from the date of submission and reconsider it at each quarterly review session.

(Exception: In recent years, DNR has received cost-share funds specifically for forest health and wildfire hazard reduction in eastern Washington. Cost-share for thinning, pruning, slash disposal, and defensible space in eastern Washington is anticipated to be adequate in most areas).

Q: If I’ve already started or completed a project, can I still qualify for FLEP funding?

A: No. All FLEP cost-shared plans and projects must receive written approval from the DNR BEFORE any work begins.

Q: Who can I contact if I have questions or need more information?

A: Please contact the DNR Stewardship Forester who serves the area where your land is located:

In Eastern Washington

For land in Okanogan, Ferry, Stevens, Pend Oreille, Lincoln, and Spokane counties:

- Cliff Thresher, WA DNR, P.O. Box 190, 225 S. Silke Rd., Colville, WA 99114-0190. (509) 684-7474. FAX: (509) 7484. cliff.thresher@wadnr.gov

For land in Chelan, Douglas, Kittitas, Yakima, Klickitat, Walla Walla, Columbia, Garfield, Asotin, and Whitman counties:

- Joe Weeks, WA DNR, 713 E. Bowers Rd., Ellensburg, WA 98926-9341. (509) 925-8510. FAX: (509) 925-8522. joe.weeks@wadnr.gov

In Western Washington

For land in Whatcom, Skagit, Snohomish, Island, San Juan, Clallam, and King (N of I-90) counties:

- John Keller, WA DNR, 919 N. Township St., Sedro Woolley, WA 98284-9394. (360) 856-3500. FAX: (360) 856-2150. john.keller@wadnr.gov

For land in Pierce, Kitsap, Mason, Jefferson, Thurston, Grays Harbor, and King (S of I-90) counties:

- Mike Nystrom, WA DNR, 950 Farman St., N, Enumclaw, WA 98022. (360) 825-1631. FAX: (360) 825-1672. mike.nystrom@wadnr.gov

For land in Lewis, Pacific, Cowlitz, Clark, Wahkiakum, and Skamania counties:

- Tony Sachet, WA DNR, c/o USDA Service Center, 2125 8th Ave., Longview, WA 98632-4053. (360) 578-0728 or (360) 425-1880. FAX: 360-578-0811. tony.sachet@wadnr.gov

Forest Stewardship Program Olympia-based Staff

Forest Stewardship Program and Forest Land Enhancement Program (FLEP) Manager

- Steve Gibbs, WA DNR, P.O. Box 47037, Olympia, WA 98504-7037. (360) 902-1706. FAX: (360) 902-1757. steve.gibbs@wadnr.gov

Forest Stewardship Program Wildlife Biologist (works statewide)

- Jim Bottorff, WA DNR, P.O. Box 47037, Olympia, WA 98504-7037. (360) 902-2599. FAX: (360) 902-1757. jim.bottorff@wadnr.gov

Washington State Forest Land Enhancement Program (FLEP) Cost-Share Rate Schedule

This schedule applies to all applications approved Oct. 1, 2005 – Sept. 30, 2006

Categories of FLEP Cost-Share Practices:

FLEP-1:	Forest Stewardship Plans
FLEP-2:	Afforestation and Reforestation
FLEP-3:	Forest Stand Improvement
FLEP-4:	Agro-Forestry (Not Currently Offered)
FLEP-5:	Water Quality/Riparian/Wetland/Watershed Improvement
FLEP-6:	Fish and Wildlife Habitat Improvement
FLEP-7:	Forest Health Improvement
FLEP-8:	Invasive Species Control
FLEP-9:	Wildfire Hazard Reduction
FLEP-10:	Post-Wildfire Restoration
FLEP-11:	Special Practices (None Currently)

Practice Description	Maximum Potential Cost-Share	Applicable FLEP Categories
New Forest Stewardship Plans, prepared by a private sector natural resource professional acceptable to DNR, are reimbursed at 75% of actual cost, not to exceed the amounts shown below. Revision of existing plans (less than 10-years old) is cost-shared at 50% not to exceed amounts shown. The following are <u>NOT</u> eligible for cost-sharing: Plans prepared by persons with an ownership interest in the property, plans resulting from Forest Stewardship Coached Planning Shortcourses, plans prepared by public employees, plans completed prior to approval of FLEP application, and plans not meeting written Forest Stewardship Plan Guidelines.		

Basic Forest Stewardship Plan Prepared By Professional Consulting Forester

	<u>New Plan</u>	<u>Revised Plan</u>	
< 20 acres	No cost share	No cost share	
FSP-1: 20- 100 acres	\$ 800.00 per plan	\$ 600 per plan	FLEP 1
FSP-2: 101-500 acres	\$1200.00 per plan	\$ 800 per plan	FLEP 1

FSP-3: 501-1000 acres	\$1600.00 per plan	\$1067 per plan	FLEP 1
FSP-4: 1001+ acres	\$2000.00 per plan	\$1333 per plan	FLEP 1

Add Forest Practices Alternate Plan to Forest Stewardship Plan

(No cost-share for Alternate Plan without a Forest Stewardship Plan.

Cost-share payment contingent on DNR-Forest Practices approval of Alternate Plan).

FSP-5: All acreages over 20	\$2000.00 per plan	N/A	FLEP 1
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All FLEP practices other than plans (i.e. FLEP Categories 2-9) are reimbursed at 50% of the landowner's written documented cost, or the amount shown below, whichever is less.

Site Preparation and Tree/Shrub Planting

(No cost –share for reforestation following commercial timber harvest)

TSP-1: Site Prep (all except heavy equipment)	\$ 50.00 ac	FLEP 2, 5, 6, 7, 8, 10
TSP-2: Site Prep with Heavy Equipment	\$100.00 ac	FLEP 2, 5, 6, 7, 8, 10
TSP-3: Planting all bare root stock and cuttings	\$ 0.30 ea	FLEP 2, 5, 6, 7, 8, 10
TSP-4: Planting Specialized Wildlife and Wetland Plants	\$ 1.00 ea	FLEP 5, 6
TSP-5: Willow/Cottonwood Posts (riparian plantings)	\$ 3.00 ea	FLEP 5
TSP-6: Willow Bundles (riparian plantings)	\$ 1.50 ft	FLEP 5
TSP-7: Interplanting	\$.50 ea	FLEP 2

Seedling Protection Practices

(No cost-share for seedling protection associated with reforestation following commercial timber harvest)

SPP-1: Bud Cap or Repellent	\$ 0.15 ea	FLEP 2, 5, 6, 7, 8, 10
SPP-2: Rigid Mesh Tube	\$ 0.30 ea	FLEP 2, 5, 6, 7, 8, 10
SPP-3: Solid Wall Tube	\$ 1.50 ea	FLEP 2, 5, 6, 7, 8, 10
SPP-4: Fabric Mat or Mulch	\$ 0.50 ea	FLEP 2, 5, 6, 7, 8, 10
SPP-5: Shade Card or Shingle	\$ 0.20 ea	FLEP 2, 5, 6, 7, 8, 10
SPP-6: Fencing	\$ 0.80 ft	FLEP 2, 3, 5, 6, 7, 8
SPP-7: Grass/Herbaceous Weed Control	\$ 45.00 ac	FLEP 2, 3, 5, 6, 7, 8, 10

Forest Stand Improvement /Forest Health/Wildfire Hazard Reduction

FSI-1: Release from brush competition	\$ 45.00 ac	FLEP 3
FSI-2: Non-commercial thinning (cut < 500 trees/ac)	\$ 80.00 ac	FLEP 3, 6, 7, 9
FSI-3: Non-commercial thinning (cut 501-1,000 trees/ac)	\$110.00 ac	FLEP 3, 6, 7, 9
FSI-4: Non-commercial thinning (cut 1001-2000 trees/ac)	\$150.00 ac	FLEP 3, 6, 7, 9
FSI-5: Non-commercial thinning (cut 2001+ trees/ac)	\$200.00 ac	FLEP 3, 6, 7, 9
FSI-6: Pruning (per foot actually pruned regardless of ht.)	\$ 0.20 ft	FLEP 3, 6, 7, 9
FSI-7: Fertilization	\$ 95.00 ac	FLEP 3, 6, 7
FSI-8: Prescribed Underburn	\$100.00 ac	FLEP 6, 7, 8, 9
FSI-9: Slash Disposal	\$250.00 ac	FLEP 3, 6, 7, 9
FSI-10: Insect and Disease Control Applications (case by case rate quote in consultation with DNR Forest Health Specialists)		FLEP 7

Fish/Riparian/Wetland/Watershed Practices

Riparian, wildlife, and wetland plantings (see site prep and planting above)

FRW-1: Erosion Control Seeding (incl. site prep+fertilizer)	\$ 50.00 qtr. ac.	FLEP 5
FRW-2: Water Diversions	\$ 15.00 ea	FLEP 5
FRW-3: Excavation	\$ 5.00 cu yd	FLEP 5, 6
FRW-4: Simple Weir (hand installed)	\$ 12.00 ft	FLEP 6
FRW-5: Complex Weir (machine installed)	\$ 30.00 ft	FLEP 6
FRW-6: Place and Anchor Logs in Stream	\$300.00 ea	FLEP 6
FRW-7: Anchor Existing Logs or Trees	\$ 50.00 ea	FLEP 6
FRW-8: Place and Anchor Root Wads in Stream	\$150.00 ea	FLEP 6
FRW-9: Place Large Boulders in Stream	\$ 75.00 ea	FLEP 6
FRW-10: Place Toe Rock	\$ 15.00 ton	FLEP 6
FRW-11: Install Fish Passage Structure	\$ 30.00 ft	FLEP 6
FRW-12: Engineering/Design of Fish Passage Structure	\$ 1,500 ea	FLEP 6

Wildlife Practices

Tree and shrub planting for wildlife (see site prep and planting above)

WLF-1: Sowing wildlife seed mixtures + grain food plots (incl. site prep and fertilizer)	\$ 50.00 qtr. ac.	FLEP 6
WLF-2: Snag Creation (12"+ dbh, 5-10 ft. tall)	\$ 15.00 ea	FLEP 6
WLF-3: Snag Creation (12"+ dbh, 10-30 ft. tall)	\$ 40.00 ea	FLEP 6
WLF-4: Snag Creation (16"+ dbh, 30+ ft. tall)	\$100.00 ea	FLEP 6
WLF-5: Small Nest Box ("song bird" size)	\$ 8.00 ea	FLEP 6
WLF-6: Large Nest Box ("wood duck" size)		
or Excavated Cavity Nest	\$ 20.00 ea	FLEP 6
WLF-7: Large Nest Platform (e.g., osprey)	\$100.00 ea	FLEP 6
WLF-8: Creating Large Downed Woody Debris	\$ 30.00 ea	FLEP 6
WLF-9: Roost Pole	\$ 15.00 ea	FLEP 6
WLF-10: Spring Development (hand dug)	\$100.00 ea	FLEP 6
WLF-11: Spring Development (machine dug)	\$300.00 ea	FLEP 6
WLF-12: Guzzler Watering Device	\$750.00 ea	FLEP 6
WLF-13: Eagle Nest Replacement Platform	\$1000.00 ea	FLEP 6

Turn page for:

- **FLEP Cost-Share Application Form including Program Terms, Conditions, and Requirements**

**STATE OF WASHINGTON
FOREST LAND ENHANCEMENT PROGRAM (FLEP)
COST-SHARE APPLICATION**

**MAIL ALL 3 PAGES OF COMPLETED APPLICATION TO:
FLEP, WA DNR, P.O. BOX 47037, OLYMPIA, WA 98504-7037.**

-- OR --

FAX ALL 3 PAGES OF THE APPLICATION TO: (360) 902-1757 (FAX)

**Please print legibly. Read carefully all terms, conditions, and requirements; and
BE SURE TO SIGN THE LAST PAGE.**

You will receive written confirmation of receipt of your application.

Name: _____

Mailing Address: _____

Daytime Phone: (_____) _____ E-mail (optional): _____

County where property is located: _____ Nearest town: _____ # of forested acres: _____

Legal Description: _____

(Example Legal Description: (NW 1/4 of S 1/2 of Section 31, Township 57N, Range 42E).

Name of road from which property can be accessed: _____

Map or Photo: **Please attach a map or copy of aerial photo to help forester locate the property.**

A DNR-approved Forest Stewardship Plan is required in order to receive cost-sharing for FLEP categories 2 through 11* Does this property have a DNR-approved Forest Stewardship Plan? ____Y ____N

If not, do you wish to apply for FLEP cost-sharing to hire a private consulting forester to prepare such a plan?

____Y ____N Name and address of consulting forester (if known at this time): _____

*Exception: No Forest Stewardship Plan required for thinning, pruning, and slash disposal practices on forested ownerships of less than 20 acres in eastern Washington when funded by non-FLEP Forest Health or Wildfire Hazard Reduction Grant funds.

For FLEP practices, other than plans, please use key words to describe the type and extent of work you plan to do (e.g. thinning – 10 acres; nest boxes 20 acres; etc.):

BE SURE TO READ THE TERMS, CONDITIONS, AND REQUIREMENTS CAREFULLY AND COMPLETELY AND THEN SIGN THE LAST PAGE.

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Forest Land Enhancement Program (FLEP) Term, Conditions, and Requirements in the State of Washington

Non-Industrial Private Forest Landowner Requirement

The applicant must be a non-industrial private forest landowner who owns, or has a long term lease on, the property for which the application is being made.

Minimum Ownership Requirement

FLEP-1: Forest Stewardship Plans – minimum of 20 forested acres.

All other FLEP practices: No minimum acreage.

Maximum Ownership Limit

The applicant must own no more than a total of five thousand (5,000) forested acres in the state of Washington.

Minimum Cost-Share

FLEP applications must be for a minimum of \$500 in cost-share funds.

Maximum Cost-Share

Applicants may receive no more than \$10,000 of FLEP cost-sharing (above and beyond any cost-sharing for a Forest Stewardship Plan, if applicable) per property per federal fiscal year in the state of Washington. (Exception: \$20,000 in Dungeness Watershed Pacific Coast Demonstration Project Area).

Minimum Treatment Acreage

FLEP-1: Forest Stewardship Plans – plan must be for a minimum of 20 acres.

All other FLEP practices: No minimum treatment acreage.

Maximum Treatment Acreage

FLEP recipients may treat no more than 1,000 acres, nationwide, using FLEP cost-share funds in any given federal fiscal year.

Cost-Share Rate Limit

FLEP-1: New Forest Stewardship Plans – 75% cost-share reimbursement, or the rate shown in the FLEP Cost-Share Rate Schedule, whichever is less. Revision of existing plans at 50%, or the amount in the C/S Rate Schedule, whichever is less.

FLEP-2 through FLEP-11: 50% cost-share reimbursement, or the rate shown in the FLEP Cost-Share Rate Schedule, whichever is less.

Maximum Payment Limitation

Applicants can receive no more than ten thousand dollars (\$10,000) per property per federal fiscal year for FLEP practices within the state of Washington (Exception: Dungeness Watershed Project). No applicant may receive more than a total of one hundred thousand dollars (\$100,000) for all FLEP practices, nationwide, over the entire life of the program ending September 30, 2007.

Prior Written Approval Requirement

No cost-sharing can be paid for any practice which was begun before written approval is issued. The applicant agrees NOT to begin any work until formal written approval is received from the Washington State Department of Natural Resources (DNR).

Filing of this application does NOT constitute approval to begin a practice nor does a subsequent site visit to determine project needs and specifications. Purchase of materials (e.g. tree seedlings) ahead of when work actually commences is acceptable, however, there is no guarantee that the applicant will be reimbursed for any costs unless and until you receive a written approval letter from DNR.

Forest Stewardship Plan Required

A DNR-approved Forest Stewardship Plan is required in order for FLEP funds to be paid for “on-the-ground” practices (FLEP practice categories 2 through 11). In the event, that practices are completed before the plan is approved, DNR will withhold cost-share payment until the plan has been approved. Landowners who receive cost-share funds to have a Forest Stewardship Plan prepared for them are under no obligation to implement the plan. (Exception: Forest health and wildfire hazard reduction practices in eastern Washington, cost-shared with non-FLEP grant funds, are exempt from the Forest Stewardship Plan requirement on ownerships of less than 20 acres).

Practices Must Meet Specifications

Cost-shared practices must meet written specifications provided, or approved, by DNR

Any change in specifications or practice extents requires written approval in advance from DNR.

The applicant is responsible for having, and understanding, written practice specifications before any work commences.

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Practices Must Meet Permit and Regulatory Requirements

The applicant is required to comply with all appropriate legal requirements, including obtaining appropriate permits (e.g, hydraulics and forest practices applications, etc.) when required. No cost-share funds will be paid for any practice installed without proper permits, or for any practice which is out of compliance with regulatory requirements at the time of completion.

Cost Documentation Requirement

The applicant must provide DNR with acceptable written documentation (e.g. receipts from contractors and suppliers and/or time logs for do-it-yourself work) of costs incurred for each FLEP practice category for which cost-sharing is to be paid. Landowners may charge up to \$15 per hour for do-it-yourself labor.

Timely Completion Requirement

Cost-shared practices must be completed, and reported to DNR, no later than the completion deadline stated in the application approval letter, at which time the approval expires and no cost-sharing will be paid. **There are no extensions of time in the FLEP program.**

Ten Year Practice Maintenance Requirement

Cost-share recipients are required to maintain their properties in forest land use, and to protect and maintain cost-shared practices in a fully viable condition for a period of 10 years (e.g. if cost-share is paid for tree planting, the recipient is required to make a good faith effort to control competing vegetation and animal damage). Failure to meet this obligation may require the applicant to repay the government for all, or part, of the cost-share funds received. The landowner is not liable for practice failures caused by events or circumstances beyond their control. There is no obligation whatsoever after the 10 year period.

Sale of Property

If the property is sold within the above-mentioned ten year period, the original cost-share recipient retains responsibility for practice protection and maintenance unless the new owner advises DNR in writing that they are assuming this responsibility for the balance of the ten year period.

Property Access

Applicants agree to allow DNR staff, or persons authorized by DNR, access to the property to determine cost-share needs, feasibility, and specifications; certify practice completion; and to determine compliance with the ten year practice maintenance requirement. FLEP recipients are NOT required to allow public access to their properties.

Tax Information Disclosure

Upon practice completion, applicants will be required to submit a Cost-Share Claim Form and an IRS Form W-9 on which they must disclose their Social Security Number or Employer Identification Number. DNR is required to annually submit a Form 1099 to the IRS and to the payee indicating the amount of cost-share funds paid during the previous calendar year.

Appeals

FLEP applicants can appeal any program determination within 30 days by sending a detailed letter of appeal to: FLEP Program Manager, WA DNR, P. O. Box 47037, Olympia, WA 98504-7037.

I/we, the undersigned, understand and agree to comply with all terms, conditions, and requirements of the Forest Land Enhancement Program (FLEP) in Washington State as described herein.

X _____

SIGN HERE

Applicant(s) Signature(s)

Date

MAIL all 3 pages of completed application to: FLEP, WA DNR, P.O. Box 47037, Olympia, WA 98504-7037 --- OR --- FAX all 3 pages to: (360)-902-1757.

-----END OF APPLICATION-----